



# ARP ESSER Health and Safety Plan Guidance & Template

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Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:

- a. Universal and correct wearing of [masks](#);
- b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
- c. [Handwashing and respiratory etiquette](#);
- d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
- e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
- f. [Diagnostic](#) and screening testing;
- g. Efforts to provide COVID-19 [vaccinations to school communities](#);
- h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
- i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

\* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

## **Additional Resources**

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)



## Health and Safety Plan Summary: Highlands School District

Initial Effective Date: July 13, 2021

Date of Last Review: January 10, 2022

Date of Last Revision: January 19, 2022

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

The Highlands School District will consider the most recent guidance for reopening and operation of its school facilities from the CDC, PDE, and the Allegheny County Health Department. The District plans to return to 5 days of in-person learning for the start of the 2021-2022 school year, while operating under specific guidelines that are outlined in this plan. Student in grades Pre-K through 12 will have the option of participating in the District's remote learning platforms if they are not comfortable returning to in-person learning. The wearing of masks will be optional for students, staff and visitors, unless there is an Order that requires them. The Health and Safety Plan may be revisited and revised as data changes. To the maximum extent possible, physical distance will be maintained in classroom settings and other areas of the school facilities. If feasible, some physical distancing will be maintained on school buses. Limited access to district facilities will be available to volunteers and nonessential personnel to prevent unnecessary exposure for our students and staff.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

Students will be provided their own personal device to use throughout the school year. Classroom teachers will be provided with the same technology as they were during the COVID pandemic. This technology is critical in case of a COVID outbreak that requires a temporary shutdown. After school tutoring programs will be implemented throughout the school year to address academic needs of all students. The District's MTSS program will support those students who are experiencing a more significant learning loss because of the COVID pandemic. Those students diagnosed with a specific learning disability will receive additional academic support through their special education program. The District will provide meals to all students if there is a district-wide shut down due to a COVID outbreak. Otherwise, all students who participate in the full in-person learning will continue to receive a free breakfast and lunch daily.

School counselors will provide ongoing social, emotional, and mental health support to those students and staff who require it. Small groups of students will have the

opportunity to meet with school counselors on an ongoing basis throughout the year as needed. Parents will have the option of using site-based therapy for their children if referred by the district's SAP program or their child's personal physician. The District's Second Step curriculum will be implemented K-8 that provides instruction to students on how to deal with social and emotional issues. The district's behavioral therapists will be available each day to support those students who require more intensive social and emotional services. In addition, those students diagnosed with a mental health disability will receive additional support through their special education program.

District staff will be able to receive social and emotional support through the District's Employee Assistance Program. This program will be available throughout the school year for any staff member who is experiencing issues related to the COVID pandemic.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>a. Universal and correct wearing of <a href="#">masks</a>;</p>	<p>The wearing of masks will be optional for students, staff and visitors, unless there is an Order that requires them. The Health and Safety Plan may be revisited and revised as data changes. Classroom teachers will provide an overview of how to correctly wear the masks if needed.</p> <p><b>*Please note:</b> Federal order requires face coverings, regardless of vaccination status, when on public transportation-this includes on school buses by public and private systems. Therefore, students and drivers will need to wear face coverings on all school district transportation vehicles.</p>
<p>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</p>	<p>In the school setting, students will be spaced to the maximum extent possible in accordance with CDC and PDE guidelines. Students will return to 5 days of in-person learning for the start of the 2021-2022 school year. If a COVID outbreak should occur that requires modified facilities to allow for more structured physical distancing, the district will implement either a Hybrid A/B Cohort Schedule or Full Remote instruction. Volunteers and nonessential personnel</p>



ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>c. <a href="#">Handwashing and respiratory etiquette</a>;</p>	<p>will be <b>limited</b> from access to district facilities to prevent unnecessary exposure for our students and staff.</p> <p>The District will ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, alcohol-based hand sanitizer that contains at least 60% alcohol will be available in all classrooms.</p> <p>The District will make available CDC handwashing resources that include health promotion materials, information on proper handwashing technique, and tips for families to help children develop good handwashing habits.</p> <p>The District will ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) are available in the school setting to support healthy hygiene practices.</p> <p>CDC Germs Are Everywhere and Wash Your Hands Posters will be posted in all District Cafeterias, Restrooms, and other high traffic areas.</p>
<p>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</p>	<p>The district will follow the CDC's Guidance for Cleaning &amp; Disinfecting Schools.</p> <p>Frequently touched surfaces and objects within the school and on buses will be cleaned and disinfected at least daily. This includes, but is not limited to, door handles, sink handles, and drinking fountains.</p> <p>Ventilation rates will be increased during occupied times to maximize ventilation without causing other IAQ issues.</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>Electrostatic Spray Disinfectant will be utilized on a weekly basis.</p> <p>Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans.</p>
<p>e. <a href="#">Contact tracing</a> in combination with <a href="#">isolation</a> and <a href="#">quarantine</a>, in collaboration with the State and local health departments;</p>	<p>The district will maintain records of any persons, other than students and staff, that enter the building, their reason for being there, the location in the building they visit, and the names of the close contacts that they visit in the building will be maintained.</p> <p>The district will provide regular information on the website and/or in parent flyers/letters.</p> <p>The District will prepare parents and families for remote learning if a class or school is temporarily closed due to a COVID outbreak.</p> <p>Students, staff, and visitors to the district who are diagnosed with COVID will adhere to the following quarantine guidelines:</p> <ul style="list-style-type: none"> <li>• Students, staff and visitors who test positive for COVID will quarantine for 5 days regardless of vaccination status</li> <li>• Identified close contacts who are <b>asymptomatic</b> do not have to quarantine regardless of vaccination status</li> <li>• Identified close contacts who are <b>symptomatic</b> will quarantine for 5 days regardless of vaccination status</li> <li>• Students, staff and visitors who contract COVID within 90 days from their last positive COVID test, do not have to quarantine regardless of vaccination status</li> </ul> <p>The District's Pandemic Coordinator will assure all quarantine and isolations</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>f. <a href="#">Diagnostic</a> and screening testing;</p>	<p>guidelines are disseminated on a regular basis and followed as outlined.</p> <p>Students and staff exhibiting symptoms of COVID should stay home from school until the symptoms subside.</p> <p>Students and parents/guardians will perform a symptom screening prior to arriving at school or at the bus stop each day.</p> <p>District staff will perform a symptom screen on themselves prior to leaving for work and will stay home if ill.</p> <p>Students and staff will consistently be made aware of the signs and symptoms of COVID.</p> <p>Students and staff will go to the nurse immediately if feeling symptomatic.</p> <p>The District will share resources with the school community to help families understand when to keep children home.</p>
<p>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</p>	<p>The District will continue to work with local health agencies to offer opportunities for vaccinations.</p> <p>The District will help to publicize vaccination within the local community.</p>
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>Servicing students in low incidence programs can be problematic due to, but not limited to, students with medical concerns, students not understanding the importance of wearing a mask, students unable to maintain proper social distance, students requiring hand-over-hand instruction and support, students requiring assistance with feeding or toileting.</p> <p>For the reasons listed above, extra precautions will be implemented. These precautions include:</p> <p>If a sink is available in the classroom,</p>



ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>staff will thoroughly wash hands immediately before and after working with a student.</p> <p>To the extent possible, students will be provided individual instructional tools to avoid communal use. If these tools must be used with multiple students, each object will be disinfected immediately before and after student use.</p> <p>To the extent possible, personal student iPads/AAC devices will be disinfected each time a student enters or exits the classroom.</p> <p>Bathrooms will be disinfected throughout the school day. If possible, bathroom use will be limited to one student at a time.</p> <p>Students with more significant disabilities should be assisted with <u>handwashing</u> to assure the proper technique is used.</p>
<p>i. Coordination with state and local health officials.</p>	<p>The district will continue to work with the Allegheny County Health Department to receive guidance on quarantine, isolation, risk assessment, and other infection control recommendations.</p>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for the **Highlands School District** reviewed and approved the Health and Safety Plan on **July 12, 2021**. **A revised Health and Safety Plan was approved on January 19, 2022.**

The plan was approved by a vote of:

6 Yes

3 No

Affirmed on: **January 19, 2022**

By:



(Signature\* of Board President)

BOBBIE NEESE

(Print Name of Board President)

\*Electronic signatures on this document are acceptable using one of the two methods detailed below.

**Option A:** The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

**Option B:** If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.